



**The Republic of Malawi
MINISTRY OF HEALTH
(GLOBAL FUND/GAVI - PIU)**

ADVERT FOR TENDER NOTICE

Tender Name:

**PROCUREMENT OF PRINTING SERVICES FOR EPI DATA COLLECTION TOOLS AND
MANUALS**

PROCUREMENT REFERENCE: MOH/NCB/NCS/GAVI/2025/001

1. The Government of Malawi has been receiving support from The Global Fund and Gavi since 2003 and 2002, respectively. The Ministry of Health (MOH) is the public sector Principal Recipient (PR) of the Global Fund Grant and GAVI. In order to effectively administer and manage the grants, the Ministry established a Program Implementation Unit (PIU) to undertake key functions of the PR for the achievement of the underpinning strategic objectives.
2. The Ministry of Health has budgeted resources in the Gavi Grant towards the cost of the implementing various interventions and it intends to apply part of the funds towards procurement and payment for provision of Printing Services for data collection tools as one way of improving Data Management and Health care delivery across the Country.
3. The Ministry of Health – PIU intends to use a portion of the Gavi Grant resources to procure a reputable and suitably qualified Supplier for the Printing services for the following Data Tools:

Lot No.	Item No	Description	Delivery period	Quantity	Delivery Point
1	1	Printing of microplanning tools	30 days	1,000	EPI
	2	Printing of Disease surveillance Manual	30 days	700	EPI
	3	Printing of AEFI Manual	30 days	900	EPI

	4	Printing of Immunization in Practice Manual Training Decks	30 days	2,000	EPI
	5	Printing of Immunization Schedules	30 days	4,683	EPI
	6	Printing Td Register (summary sheets)	30 days	1,000	EPI
	7	Printing of Performance Monitoring Charts	30 days	12,000	EPI
	8	Printing of Disease and AEFI surveillance SOPs	30 days	4,683	EPI
2	1	Printing of Child Health Passports (Boy & Girl)	30 days	410,933	EPI

4. Bids will be evaluated through the **National Competitive Bidding** procedures specified in the Malawi Public Procurement and Disposal of Assets (PPDA) Act 2025 and its associated Regulations.
5. A detailed bidders qualifications requirements and evaluation criteria can be found in the bidding Document for this tender process.
6. A complete set of the Bidding document in English language may be purchased by interested bidders upon payment of a non-refundable fee of **MK10,000.00 (Ten Thousand Kwacha only)**. The method of payment will be cash or bank certified cheque. The bidding documents can be purchased at the following address below from **25th November 2025** between **8.00am to 3.30 Hrs except public holidays and weekends**.

Ministry of Health (Global Fund- GAVI – PIU) at CHSU – Finance Office, HIV Building, Off Mtunthama Road, Area 3, P.O. Box 30377, Lilongwe, Malawi.

7. Bids must be delivered by depositing the package in the **tender box** located on the entrance of the EPI Building **no later than 15th December 2025, 10:00 hours Malawi local time**. Electronic submission will not be accepted. Late proposals will be rejected. Below is the full address for bid submission:

Title of Procurement

The Chairperson, Internal Procurement & Disposal Committee (IPDC), Ministry of Health (CHSU – PIU), HIV Building, Off Mtunthama Road, Area 3, P.O. Box 30377, Lilongwe, Malawi.

8. A public bid opening event will be held after the closing period for the reception of bids. Bidders' or their representatives who wishes to attend in person are welcome to participate. Further information can be found in section two (2) of the Bidding Document.
9. Interested eligible bidders may obtain further information from the Global Fund PIU Procurement Department by writing to the following email addresses:
piuprocurement@mohpiu.com

**The Chairperson,
Internal Procurement and Disposal Committee (IPDC)**